

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING AN AGREEMENT WITH FRANK MANGRAVITE, PH.D. OF THE
FIRM PUBLIC WORKS MANAGEMENT
TO PROVIDE WATER AND WASTEWATER CONSULTING SERVICES
AS AN EXTRAORDINARY UNSPECIFIABLE SERVICE**

WHEREAS, the Township of North Brunswick has a need to acquire Water and Wastewater Consulting Services for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the solicitation of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of two proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16014 to Frank Mangravite, Ph.D. of the firm Public Works Management (35 Janeway Place, Morris Plains, NJ 07950-2501) to provide Water and Wastewater Consulting Services; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by Frank Mangravite, Ph.D. of the firm Public Works Management to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Frank Mangravite, Ph.D. of the firm Public Works Management to provide Water and Wastewater Consulting Services for calendar year 2016; and

WHEREAS, compensation for these services shall be billed at an hourly rate of \$135.00 for partners and associates, a blended hourly rate of \$75.00 for clerks and paralegals, travel, and reimbursements as described within the contract for a total authorization not to exceed \$45,000.00 for calendar year 2016; and

WHEREAS, the Chief Financial Officer has certified that \$20,000.00 is available for this purpose in the Water Utility account 6-05-55-502-000-200 and \$10,000.00 is available for this purpose in the Wastewater Utility account 6-07-55-502-000-200 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Frank Mangravite, Ph.D. of the firm Public Works Management to provide Water and Wastewater Consulting Services in 2016 with total authorization not to exceed \$45,000.00.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.



TOWNSHIP OF NORTH BRUNSWICK

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EVALUATION REPORT
WATER/WASTEWATER CONSULTING SERVICES
REQUEST FOR PROPOSAL PRO16014
DECEMBER 22, 2015

The Township of North Brunswick seeks a qualified vendor to provide water/wastewater consulting services for the municipality in 2016. Two proposals were received, all demonstrating general experience and meeting the fundamental qualifications of the services required. A three person committee evaluated the proposals comprised of the following individuals:

Robert Lombard, Business Administrator

Justine Progebin, Assistant Business Administrator

Eric Chaszar, Acting Director of Public Works

In addition to the committee reviewing proposals, Legal Counsel was engaged to reviewed proposals submitted for legal compliance.

Prior to the committee's first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with vendors in the field. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

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| 1. Respondent's understanding and prior experience with Township | – 30 points |
| 2. Experience and Qualifications of Individuals or Team | – 20 points |
| 3. Respondents overall company history and Experience | – 30 points |
| 4. Pricing Model | – 20 points |

On October, 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for said service. The following two proposals were received by the submission deadline of November 13, 2015:

Public Works Management
35 Janeway Place
Morris Plains, NJ 07950

D.J. Egarian & Associates
271 Rt. 46W Ste. G208
Fairfield, N.J. 07004

The committee members all individually reviewed each proposal and then met together on December 2, 2015. The committee discussed the proposals, sharing observations, experience, proposed methodology and other factors. In the discussion it was noted that D.J. Egarian & Associates has no prior experience with Water/Wastewater Consulting Services in the Township. Public Works Management has several years including the Mile Run Interceptor project which they are currently engaged in.. The committee members then individually filled out Committee Evaluation Forms, assigning numerical scores for each firm.

Public Works Management received the highest points overall at 285. D.J. Egarian & Associates received 170 points.

In review the criteria for understanding and experience with North Brunswick, Public Works Management demonstrated a good understanding of the services requested and rated the highest overall. Both contractors were in agreement with the pricing model and no exceptions were noted by the committee.

As a result of its evaluation on December 2, 2015, the committee recommended that Public Works Management be awarded the contact based upon overall scoring on the criteria established and review of the proposal.